DOCUMENT RESUME

ED 092 072 32 IR 000 614

TITLE	Library Services and Construction Act (LSCA) Annual Program, State of Kansas, Fiscal Year 1974, Title I.
INSTITUTION	Kansas State Library, Topeka.
SPONS AGENCY	Bureau of Libraries and Educational Technology (DHEW/OE), Washington, D.C.
REPORT NO	P-1-74-1
PUB DATE	74
NOTE	28p.
EDRS PRICE	MF-$0.75 HC-$1.85 PLUS POSTAGE
DESCRIPTORS	Annual Reports; Evaluation; Information Services; *Library Cooperation; *Library Planning; *Library Programs; Library Services; *Public Libraries; *State Libraries; State Programs
IDENTIFIERS	*Kansas; Library Services and Construction Act; LSCA

ABSTRACT

Ten library programs for the State of Kansas for 1974, under the Library Services and Construction Act, are described: library services to the disadvantaged, personnel development, State audiovisual materials center, library services for the blind and physically handicapped, institutional library service, public information program, reference and interlibrary loan, State library administration, interlibrary loan resource project, and interlibrary cooperation. The following information is given for each program: a description of the project; aims; contributions to long-range program; and administration. Some may also include economic or social conditions, participating agencies, evaluation design, special characteristics, or action steps. (LS)

ED092072

Name of Project Library Services to the Disadvantaged

I

1. Contribution to Long-Range Program

This year's program for services to the disadvantaged will contribute to the long-range program by helping to achieve Goal I of the program, providing information and materials to meet the cultural, educational and recreational needs of the disadvantaged, the handicapped, and the institutionalized, and by meeting the requirements of the Library Services and Construction Act of 1970 (P.L. 91-600) in setting forth criteria for services to the disadvantaged, which is one of five priorities of the Act.

2. Description of Project

A. The purpose is to provide library services to those persons, both urban and rural, who are socioeconomically, educationally, or culturally disadvantaged, or whose health and environmental problems prevent use of library facilities and services. A full-time coordinator will be employed at the state library to help generate and monitor local programs to achieve the goals of this project. Grants-in-aid will be awarded on a competative basis to local agencies to serve the disadvantaged.

B. Definitions*

(1) Economically Disadvantaged persons are:
   (a) Those members of families which have family incomes below the Poverty Level as defined by the U. S. Department of Commerce/Bureau of the Census: $3,700 (average threshold for all families);
   (b) Persons eligible to receive public assistance;
   (c) Members of the labor force who are chronically unemployed;
   (d) Persons whose employment is seasonal (i.e. migrant workers).

(2) The unserved: Persons who are disadvantaged because they reside in areas which are without free public library services or services of regional systems of cooperating libraries.

(3) Educationally disadvantaged persons are:
   (a) Persons without a high school education or equivalent vocational training;
   (b) The functionally illiterate (reading skills below the fifth grade level);
   (c) Persons whose primary language is a language other than English;
   (d) Persons with learning disabilities or those who otherwise qualify for remedial special educational programs.

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(4) The socially isolated: Persons whose environmental or health problems cause isolation which renders traditional library service and facilities inadequate for them. This does not include the blind and physically handicapped as defined by the Act. It includes the following:
   a) The aged;
   b) Persons residing in institutions which do not qualify as "state institutions" under this Long-Range Program;
   c) Persons with health problems which do not qualify as "physical handicaps" as defined by the Act.

(5) The Geographically isolated: Persons who do not have free access to a public library collection of at least 18,000 volumes within 30 minutes driving time of their residence.

(6) The Culturally isolated: Persons residing in areas located more than fifty miles from institutions which regularly conduct programs of continuing education and which offer cultural programs such as lectures, art exhibits, concerts, etc.

3. Aims

A. During FY 1974 on-going public library services will be made available by local agencies for 5% of the state's estimated 710,000 disadvantaged (excluding the unserved).

B. To provide access to free public library services for 20% of the 32,877 Kansans who are presently unserved, through demonstration projects to be conducted by the State Library or local agencies.

C. To establish one or more community information centers (CIC) offering at least the basic referral and information service as well as other services outlined in the study conducted during FY 1973.

D. In cooperation with the Public Information Project, to conduct a campaign in the media, in training programs, and through community surveys, to create an awareness among librarians of the need to serve the disadvantaged, the non-user and the unserved.

E. To conduct at least one pilot project to determine the feasibility of public libraries utilizing video recording equipment and/or cable television to reach the disadvantaged. Such a project should stimulate the non-user to utilize the library as well as make available to the disadvantaged a new medium of expression.

4. Administration

A consultant on the State Library staff will be assigned to the program to carry out administrative details, to carry out field visits on various projects, and consult with other organizations serving the disadvantaged. He will participate in regional and national workshops, institutes, and programs relating to the disadvantaged.

Local libraries and regional systems of cooperating libraries may participate by making applications for funds to conduct a project.

Local libraries, in order to make application for funds must have a professional librarian employed as administrative librarian, or must secure the consultant services of a professional librarian and must provide evidence of the agreement for consultation. (A professional librarian will be defined as a person who had a master's degree or a fifth year degree from an American Library Association accredited library school.) A particular population group or a particular set of needs may be the emphasis of the project for one application period, even though there may be several groups or several needs existing in a particular community or project area.

Regional systems of cooperating libraries may apply for grants for demonstration projects also. Any system awarded a grant must have previously submitted their regional plan for Library Services to the Disadvantaged which is approved by the State Librarian.

Projects will be considered as on-going for one year only. However, no local matching funds will be required in order to secure continued funding in succeeding years. Annual application will be required for all projects, and will be evaluated in competition with other applications each year according to the criteria included in the Basic State Plan and Annual Program, Library Services to the Disadvantaged Project. Whether projects which continue are funded, or the level of previous funding is maintained will depend not only upon meeting competition successfully, but also upon the amount of federal funding received by the State Library for each fiscal year for which an application is submitted.

Criteria for approval of local programs:
The criteria for approval of local programs for Library Services to the Disadvantaged are listed on pages 20-23 of the Kansas State Library Long-Range Program covering fiscal years 1973-1977 (dated April, 1973) and will be strictly adhered to.

5. Economic or Social Conditions

The following are estimated numbers of persons in the various categories of the disadvantaged.

A) Economically--197,246 (56,256 families at 3.5 persons per family)
(Source: 1970 U. S. Census)

B) Unserved--32,877

C) Educationally--492,098 (Source: 1970 U. S. Census: General Social and Economic Characteristics)

D) While no exact figures are available as to the numbers of socially, geographically, and culturally disadvantaged, it is estimated that as many as 700,000 Kansans may fall into some category of disadvantaged as defined herein. During FY 1973 the Kansas State Library conducted

a study to determine the numbers and locations of the disadvantaged. When this study is completed, a more accurate estimate of the numbers of disadvantaged will be available. One factor to be remembered when considering these estimates is that an undetermined degree of overlap occurs between categories.

6. Map

Not appropriate as locations of projects will not be known until applications are received and grants are approved

7. Agencies Participating

Kansas State Library and those agencies for which grants are approved.

8. Evaluation Design

The measurable objectives of this project provide their own evaluation criteria. The program will be considered to be having significant impact if:

(a) 75% of the projects funded with LSCA in FY 1974 continue with local funding in the future;
(b) During FY 1974 studies conducted under this project and under project I-74-VI (Public Information) reveal that at least 10 Kansas Public Libraries are conducting programs with local funds to provide service to non-users or the disadvantaged. Note: Criteria (a) and (b) relate especially to objective D in section 3.
(c) One public library or System conducts the video project called for in section 3.E. Such a project should provide for the training of library personnel and members of the disadvantaged community in the operation of video-recording equipment, and should secure access to the local cable for cablecasting programs developed by the library and/or disadvantaged groups.
(d) At least one Community Information Center is implemented during FY 1974.

The evaluation design for individual local projects will be made part of the application for funds to conduct those projects. In addition to establishing measurable objectives, evaluation criteria and methods for each projects, quarterly progress reports and a final evaluation will be required of each project director. These reports will be based on the evaluation rationale set down in the Long-Range Program (April, 1973), pp. 40-41.

Name of Project Personnel Development

1. Contribution to Long-Range Program

The attaining of long-range program goals is dependent upon the quality of work accomplished by those individuals who make up the work force in Kansas public libraries. The goal of this project is to provide quality library service to the citizens of Kansas by means of a continuing education program which will allow for the continuing growth and development of skills in problem solving and public service for elementary, advanced and professional level library personnel, and the governing bodies of public libraries. Only 20% of 307 public libraries in Kansas employ professional librarians. This project will partially alleviate this situation by providing basic training for non-professional librarians as well as an opportunity for continuing education for professionally trained personnel.

Specifically this project serves Goal II, Objective 1, Task 1 of the Long-Range Program.

2. Description of the Project

This project provides the means for supporting a personnel development coordinator in each of the seven Kansas Library Systems. These persons with the adult services consultant of the State Library, will plan and implement those activities of the program necessary to achieve project objectives.

3. Aims

A. Objectives

(1) During FY 1974 maintain an adult services consultant at the State Library to coordinate efforts of personnel development coordinators functioning at the system level and to procure their assistance is designing statewide workshops.

(2) During FY 1974 conduct basic training workshops at the system level in at least seven subject areas reaching at least 50% of all system member libraries and 25% of all non-system member libraries.

(3) During FY 1974 implement the Trustee Orientation Program developed in FY 1973, reaching 80% of all new public library trustees.

(4) By December 31, 1973, the personnel development coordinators will have developed a proposal for the certification of non-professional public librarians.

(5) During FY 1974 conduct two advanced level statewide workshops, reaching 30% of the state's professional public librarians.

B. During FY 1974 it is anticipated that limited funds will require that some Systems assume local financial responsibility for the maintenance of their personnel. Priority for continued use of LSCA funds will be in those systems which have participated in the program for the shortest period of time and therefore have realized fewer of the objectives.

C. All personnel development coordinators for the systems should have a fifth year or master's degree in library science unless the system can provide proof that efforts to employ someone with these qualifications have been unsuccessful.

D. All personnel development coordinators for the systems will devote at least half time to activities directly within the scope of the Program, and will devote the remaining time to consulting with local libraries on any matters of library service. The consultant activity will be used to improve service of the local library and library staff as well as to provide background for planning and administering the Personnel Development Program by helping to determine neds for this program. A forty-hour week shall constitute full time employment.

E. All personnel development coordinators for the systems shall submit monthly reports containing a:

1) narrative
2) workshop attendance records
3) field visit reports

5. Special Characteristics

See Objectives

6. Economic or Social Conditions

Library services to disadvantaged groups or the general public can only be improved if the personnel providing such service have the knowledge and training necessary to effectively plan, administer, operate and evaluate programs.

7. Map

Not appropriate.

8. Agencies Participating

A. Kansas State Library
B. Regional Systems of Cooperating Libraries

9. Evaluation Design

The measurable objectives of this project provide their own evaluation criteria. The project will be considered to have had sufficient impact if:

(c) During FY 1974 conduct two basic level statewide workshops to reach 50% of all nonprofessional public librarians.

B. Action Steps

In order to achieve the objectives stated above, the project will undertake these tasks:

A. Prepare basic library skills training materials to introduce new library personnel to the program.
B. Prepare at least two presentations to review already introduced material to those librarians in need of review.
C. Prepare materials and/or arrange workshops or institutes for at least two advanced level sessions meeting in at least two locations in the state during 1974.
D. If adequate staff and time are available, follow-up consultation from State to system level and system to local library levels will be provided for activities under the project.
E. Prepare a projected schedule of subjects and/or skills to be covered through 1975 (though flexibility should be allowed).
F. Continue coordination of the project with the appropriate local and regional library agencies.
G. Promote participation of library personnel and governing bodies in the planning and implementation of programs produced for them.
H. To provide for continuous evaluation by participants and project personnel.
I. Establish a reporting system whereby project personnel at both the system and state library level are informed to new appointments to library boards of trustees.
J. The certification planning committee will complete alternative certification proposals for the consideration of the library community.

4. Administration

A. Systems will apply for grants to continue employment of a personnel development coordinator for the system. Each system personnel development coordinator will be responsible for Project activities in the system he or she represents, and will work closely with the state level coordinator to provide continuity of program content for the State. All plans and materials developed by cooperative efforts of the system coordinator and the state level coordinator will be subject to the approval of the State Librarian. Project activities will be available to all public library personnel, regardless of their status as system members. Applications shall be subject to final approval by the State Library Advisory Commission and the State Librarian.

The State coordinator will devote at least half time directly to the project, with the remaining time devoted to consultation and coordination of adult services. The State Coordinator working on adult services will be the personnel development project coordinator.

(a) Systems feel the program of sufficient importance to continue with local funds after LSCA monies have been withdrawn;
(b) A random sample of not less than 2% of the librarians who have attended at least 75% of the basic training workshops have the ability to make acceptable scores on a sample examination to be devised by the certification sub-committee of the project. The sample will be drawn from participating systems.

The sample discussed in (b) above will be conducted by the Adult Services Consultant with the cooperation of System Level personnel.

Evaluation designs for individual workshops at system or statewide level will be incorporated into the plan for each workshop. The results of these evaluations will be communicated to the State Library.

Name of Project: State Audiovisual Materials Center

1. Contribution to Long-Range Program

The service is important to the citizens and the libraries of the state of Kansas because of its unique function of providing access to information that does not require the ability to read print material, thus contributing to achieving Goal II of the long-range program by helping to plan, extend, and expand services to children, young adults, and adults, through regional library systems and local libraries.

The project was originally planned to cover three years at a total funding level of $150,000.00. During the first three years of the project, funding was not available at the desired level and it was impossible to bring the Center up to ALA standards. During the period since the beginning of the project, prices of materials and equipment have increased making it necessary to fund the project through FY 1977 in order to attempt to reach minimum standards.

2. Description of Project

The purpose of this project is to provide audiovisual services to all the people of Kansas.

The Wichita Public Library, under contract to the State Library, will be eligible for a grant in FY 1974 for the purpose of operating a State Audiovisual Materials Center (SAVMC). The center will be responsible for selecting, purchasing and organizing audiovisual materials in such a way as to provide effective retrieval and loan of the materials to libraries of the State. Public libraries will be charged only the cost of postage, transportation, and/or handling of the materials necessary to the loan of the audiovisual materials.

In the event that funding becomes available, the State Library, in cooperation with the SAVMC, will design criteria and solicit applications to conduct the demonstration project described in Aims (3.6).

3. Aims

1. Continue funding of the SAVMC in order to (a) to add to the basic collection, giving priority to materials useful for serving the disadvantaged and to subjects of current social concern; and (b) to bring the SAVMC collection to 82% of the minimum strength recommended by ALA standards, adding 150 16mm prints to the collection.

2. As the result of a campaign to promote statewide use of SAVMC, by June 30, 1974, 40% of the circulation of films will be to libraries outside of the South Central Kansas Library System.

3. Continue planning for State government funding for the SAVMC, to bring $88,000 in State support by July 1, 1975.

4. Plan workshops in each system in cooperation with the head of the SAVMC and system personnel which will instruct personnel from at least 50% of system member libraries and 25% of non-member libraries in audiovisual equipment and audiovisual material usage.

5. Investigate alternate methods of funding in the event that neither Federal nor State monies become available in FY 1974.

6. In the event that funding becomes available, conduct a demonstration project at the public library level, in cooperation with the SAVMC, in order to determine the potential uses of video equipment and cable television in the public library.

4. Action Steps

1. Continue the service of a part-time consultant from the State Library who will aid in selection and evaluation of materials, call matters for discussion to the attention of the participants in the project, help plan workshops, act as liason between participants in the project and the State Librarian, and provide such other services as are necessary to encourage the fullest use of the center in the libraries of the State.

2. Continue to give priority to selection and purchase of materials which will benefit the educationally disadvantaged as well as materials which emphasize the educational priorities of the Office of Education.

3. Initiate and help conduct audiovisual workshops which will give information about the SAVMC to librarians of the state and will train them in the use of audiovisual materials and equipment.

4. Buy new and replacement materials and repair damaged material in order to keep the center at the level of optimum efficiency of service.

5. Continue to build the SAVMC into audiovisual communications center for the State.

6. Attempt to gradually reach the minimum standards set forth in the American Library Association's Guidelines for Audiovisual Materials and Services for Public Libraries by adding 150 prints to the collection each year.

7. Conduct a study concerning alternate methods of funding for the SAVMC, arriving at a contingency plan for future funding in the event that neither Federal nor State monies become available.

5. Method of Administration

The Wichita Public Library, to become eligible to perform this service and to operate the SAVMC, will submit an application for the grant which will set forth in detail all policies necessary to the operation of the service in order to achieve the aims as set forth under section 3 and 4 above. The application will also include a plan and budget for use of

grant funds and shall be subject to final approval by the State Library Advisory Commission and the State Librarian.

Materials purchased by the SAVMC under the grant will be the property of the Kansas State Library but will be considered on permanent deposit with the SAVMC as long as the administrative agency is willing and able to perform the service satisfactorily.

A designated part-time consultant on the staff of the State Library shall serve in an advisory capacity to the SAVMC and the State Librarian on matters pertaining to the operations of the SAVMC.

Funds received under the project by the grantee will be audited by a licensed municipal or certified public accountant and copies of the same will be filed with the State Library.

The grantee will provide statistical and narrative progress reports to the State Library as required by the latter.

The grantee will provide a final evaluation report to the State Library within 60 days following the termination of the contract for the project.

6. Special Characteristics

See No. 1

7. Economic or Social Conditions

See No. 1

8. Map

Not appropriate, as project serves the entire state.

9. Agencies Participating

All public libraries and state institutional libraries in the state are participants.

10. Evaluation Design

The measurable objectives of this project provide their own evaluation criteria. The project will be considered to be having significant impact if during FY 1974 the circulation of prints increases by 15% over FY 1973.

Data which will be used in determining the extent to which project objectives were achieved is collected and reported quarterly to the State Library by the SAVMC.

Evaluation designs will be incorporated into the plans for the audiovisual workshops to be conducted under this program.

Name of Project Library Services for the Blind & Physically Handicapped

1. Contribution to Long-Range Program

An objective of the Long-Range Program is to meet the cultural, educational, recreational, and leisure time reading needs of blind and physically handicapped residents of Kansas. As fiscal year 1973 closes, continued efforts have been made to reach both handicapped individuals and the general public to make them aware of the specialized library services available. Approximately 3,500 readers will be using the services by the end of fiscal year 1973. Efforts to improve the quality of service were expanded to include more direct reader communication by letter and telephone. The organization of "reading clubs" in areas such as nursing homes, rest homes and similar institutions was encouraged to allow for group listening, discussion and interaction among listeners, thus providing social motivation. Local public libraries were encouraged to assist their area readers with title selection and with any questions concerning the use of the equipment.

2. Description of Project

The State Library has established a Blind and Physically Handicapped Division, staffed by a director, a secretary, and 2 clerks. The Library of Congress has designated the State Library a Regional Library for the Blind and Physically Handicapped and has deposited with the Division items necessary to meet this definition. Six public libraries have been designated subregional outlets and receive supplies and materials necessary to their operation of the service.

Persons who are unable to read conventional printed material comfortably for a reasonable period of time because of a physically limiting condition may use the service. Those afflicted with such a condition should not be denied free library service comparable to that available to other residents of the library's service area. Therefore the materials in this program are provided in special formats so they may be used effectively by the handicapped.

The Division receives and approves applications and issues books and machines for those in its direct service area; supplies cassettes, cassette equipment, tapes, and magazines statewide, keeps a central record of all readers and machines in the state.

3. Aims

A. Goal: To provide specially produced material for persons unable to read or to use conventional printed materials as a result of physical limitations and to involve these persons actively in their library service.

B. Objectives

(1) During FY 1974 the number of active users of the program will increase to 4,625.

(2) By June 30, 1974, all public libraries in Kansas will have locally available at least one talking book machine.

(3) During FY 1974, at least 5 pilot programs will be implemented to reach the handicapped residents of state, local and private institutions.

(4) During FY 1974 six subregional centers will begin providing newsletters for circulation to local participants.

C. Action Steps

1. To work with established six subregional outlets on a consultant basis.
2. To hold workshops for librarians in each of the seven library systems.
3. To continue to receive current materials from the Library of Congress.
4. To supplement materials provided by the Library of Congress by purchasing large type, recorded, and cassette materials.
5. To repair and produce additional copies of magnetic tapes and cassettes.
6. To sponsor exhibits at fairs and state conventions of organizations dealing with the blind and physically handicapped.
7. To contact service organizations and librarians to enlist their aid in reaching out in their local communities.
8. To coordinate and work with volunteer tapists.
9. To consult with, administer and participatein the services of Audio Reader, a closed circuit radio station for the blind and physically handicapped, located on the University of Kansas campus.
10. To work with institutions serving blind and handicapped residents.
11. To serve as the bibliographic center in the State for questions about the availability of materials needed and not owned by the Division.
12. To produce newsletters on a regular basis to be sent to readers, libraries, and other agencies serving the blind and physically handicapped.
13. To organize a statewide Friends of the Library group.
14. To organize Blind and Physically Handicapped Sections in the Mountain-Plains Library Association and in the Kansas Library Association.
15. To contract with Oklahoma for braille service to handicapped readers of Kansas.

4. Administration

Under the supervision of the State Librarian, the director will work toward the accomplishment of the stated objectives and action steps.

The six public libraries serving as subregional outlets are Wichita, Kansas City, Manhattan, Hutchinson, Great Bend, and Dodge City.

The State Library will contract with the Oklahoma Regional Library for braille services.

Funds for the project are $25,168.

Name of Project Institutional Library Service

1. Contribution to Long-Range Program

This project will contribute to the long-range program by helping to achieve Goal I of the program--providing materials to meet the cultural, educational and recreational needs of the disadvantaged, the handicapped and the institutionalized. The institutionalized here are defined as residents of penal institutions, reformatories, residential training schools, orphanages, residential schools for handicapped persons, and other general or special institutions or hospitals which are agencies of the state of Kansas.

2. Description of Project

The Kansas State Library will provide consultative services, interlibrary loan, access to films from the State Audiovisual Material Center, supplemental reference, and bibliographic services to the types of institutions named above. Special consultative services, as a part of projects to start new libraries, or develop libraries already started, will be undertaken, giving particular emphasis to those libraries without professional and/or experienced staff. Of particular importance will be a survey to determine how institutional libraries relate to minimum standards and the development of long-range plans to help them achieve standards.

3. Aims

A. To employ a full-time consultant on the staff of the State Library to assist in planning, developing, improving, coordinating, and operating programs of service to institutional libraries.
B. To involve 50% of the institutional librarians in all of the seven basic training workshops to be conducted under Project I-74-II and to follow-up such group training with individualized instruction from the institutional library consultant.
C. To continue to provide access to the state interlibrary loan network through the State Library.
D. To continue to provide supplemental reference and bibliographic services to institutional resident libraries.
E. To compare each resident library to the appropriate standards for that type of institution, and on the basis of such studies, to assist each library in formulating a long-range plan.
F. To cooperatively plan with the Division for the Blind and Physically Handicapped services requiring special media for handicapped residents.
G. During 1974 LSCA funds will be utilized to provide 32% of the 14,000 volumes needed to bring Kansas institutional library collections to the strength required by minimum standards.

4. Administration

A. Under the supervision of the State Librarian, the consultant assigned to the project will work toward accomplishment of the stated aims;

B. With the State Department of Social Welfare, Division of Institutional Management; the Office of the Director of Penal Institutions and the Kansas Veterans Commission, the State Library will implement aims within limitations of funds.

5. Economic or Social Conditions

Residents of correctional institutions are frequently confined as the result of an inability to function economically and culturally within society. Prison populations largely consist of persons who are returned after an initial release because they were unable to adjut culturally or economically "outside." This project will serve to support other rehabilitation programs already provided and to encourage residents to engage in independent study to better equip themselves to function productively in society.

Residents in other institutions are closed away from society due to their health, mental or physical. The library programs under this project will attempt to encourage residents to be in communication with society in general, thereby helping to condition and train the individual for eventual release from the institution.

6. Map

See attached Map A.

7. Agencies Participating

I. State Library of Kansas

II. State Department of Social Welfare. Division of Institutional Management:

A. Larned State Hospital, Larned
B. Norton State Hospital, Norton
C. Osawatomie State Hospital, Osawatomie
D. Parsons State Hospital and Training Center, Parsons
E. Topeka State Hospital, Topeka
F. Winfield State Hospital and Training Center, Winfield
G. Girls Industrial School, Beloit
H. Kansas Children's Receiving Home, Atchison
I. Kansas Neurological Institute, Topeka
J. State Industrial School for Boys, Topeka

III. Office of the Director of Penal Institutions

A. Kansas Correctional-Vocational Training School, Topeka
B. Kansas State Industrial Farm for Women, Lansing
C. Kansas State Industrial Reformatory, Hutchinson
D. Kansas State Penitentiary, Lansing
E. Kansas State Reception and Diagnostic Center, Topeka
F. Honor Camps
1. Perry Reservoir (mobile)
2. Toronto Reservoir
3. Tuttle Creek Reservoir

IV. Kansas Veterans' Commission

A. Kansas Soldiers' Home and Mother Bickerdyke Annex, Fort Dodge

V. State Department of Education

A. Kansas School for the Deaf, Olathe

8. Evaluation Design

The individual measurable objectives of this project provide their own evaluation criteria. The project will be considered to have significant impact if:

(a) 50% of the participating libraries are able to obtain sufficiently increased recognition in the FY 1975 budget of their institution to enable them to meet at least their top priority need as determined by the studies to be conducted under this project; and

(b) the institutional librarians become involved in personnel training to the extent called for in 3.A.

Data to determine the extent to which objectives of this project have been realized will be collected by the State Library consultant in cooperation with the librarians and administrators of the institutions involved.

Name of Project Public Information Program

1. Contribution to Long-Range Program

This project will contribute to the long-range program by helping to achieve Goal V of the program, create a public awareness of services available to meet the needs of 2,249,071 Kansans through libraries of all types, with priority for the economically and educationally disadvantaged citizens of the State. Also, the project will help improve programs throughout the State, providing technical and professional information of interest to library personnel and trustees, making available space for discussion of library problems and publishing articles aimed at helping librarians and truxtees perform their duties responsibly and effectively.

2. Description of Project

The State Library's Public Information Department will be responsible for informing the public of the activities in libraries of the State by the publication of a quarterly bulletin and a monthly newsletter and by preparing news releases for the press. The publications will report on current projects, will publish professional and technical news, and will make public the LSCA Basic State Plan and Annual Program. The State Library will also be responsible for providing introductory instruction in effective public relations and publicity to librarians and trustees through workshops scheduled by the Personnel Development Project.

3. Aims

A. Goal: To maintain publications which will foster good communications among librarians and trustees and will be a reporting service to library personnel, and to provide information on the characteristics and needs of the library non-user.

B. Objectives:

1. To compile information from non-user surveys conducted by the library systems, supplemented with current samples taken in 5% of the communities having libraries, and to publish this information as an overview of the characteristics and informational needs of the non-user.

2. To publish the LSCA Long-Range Program, basic state plan, and annual program (as revised) and to publish evaluative information on programs carried out with federal funds.

3. To keep a current mailing list of libraries, library personnel, persons interested in library development and news media.

4. To provide information on libraries in the form of news releases to news media, and keep a clipping file of releases appearing in newspapers.

5. To provide through a regular publication ready access to other libraries and trustee boards for librarians desiring to share their experiences and information with others.

6. To aid librarians, through published articles and consultation, in successfully projecting an active image of themselves and their library.

C. Evaluation Criteria

This program will be considered to have had successful impact if, during FY 1974:

(1) The number of registered public library borrowers in the state increases by 5%; and
(2) Overall public library circulation increases 10%.

4. Administration

The project will be administered by the State Library and will be implemented by the continued employment of personnel to write and edit the Kansas Library Bulletin and the Kansas Library Newsletter, and to develop and carry out other public information programs. Information for publications will be gathered by frequent personal coverage of workshops, institutes, seminars, conventions and other meetings which involve library interests, and by frequent visits to observe current programs offered by libraries. A current mailing list will be maintained by the personnel employed on the project.

5. Special Characteristics

1. Photographic developing and printing
2. Printing and duplicating services
3. Clipping services
4. Art supplies and other such materials as needed to implement the project.

6. Economic or Social Conditions

Not applicable.

7. Map

Not appropriate--serves entire State.

8. Agencies Participating

Citizens of Kansas, library agencies of the State, and organizations serving library interests will have access to the information. The Kansas State Library is the primary service agency.

9. Evaluation Design

The individual measurable objectives of this project provide their own evaluation criteria. This project will be considered to be having impact in FY 1974 if there is a significant increase in the use of public libraries as defined in section 3.0.

An additional measure of the success of this program will be reflected in the degree of success which public libraries have in securing local Revenue Sharing funds. If, in FY 1974, the total of Revenue Sharing received by local libraries equals the amount of LSCA grants-in-aid awarded by the State Library in FY 1973 ($283,653), the project will be considered to be having successful impact.

Data upon which to measure impact is regularly gathered by the State Library and is published annually in the Kansas Public Library Statistics.

LSCA Annual Program
State of Kansas
FY 1974
Title I
Project No. I-74-VII

Name of Project Reference and Interlibrary Loan

1. Contribution to Long-Range Program

This project will help to achieve Goals I, II, III, and IV of the long-range program by helping to bring books and reference assistance to the people of Kansas. The project responds to Criteria for Adequacy as stated in the Basic State Plan.

2. Description of Project

The project has two areas which are:

A. Interlibrary Loan--The principal activity on this part of the project involves verification of publications so they may be placed on interlibrary loan circuits, and serving as switching center of the Interlibrary Loan Network.

B. Reference Services to the State--Local agencies, including local libraries and systems headquarters, who cannot find information needed for a reference question may forward the request to the State Library Reference Department which serves as a resource to all public library agencies and other appropriate libraries of the State. These questions are researched by the staff of the reference department and, when answered, referred back to the requesting agency.

3. Aims

A. Goal: To provide a resource for reference questions to public library agencies and state institutional libraries, and to assist in providing a means by which these libraries can receive materials needed by a patron of their library, but owned by another library, or can distribute materials owned by their library which are requested by another library.

B. Objectives

(1) During FY 1974 the State Library will continue to make available reference services to public libraries, systems, state institutional libraries and to citizens who do not have access to free public library services.

(2) During FY 1974 the State Library will continue to maintain a comprehensive collection of reference materials, verification materials, and U. S. government depository documents in microform in order to adequately support its function as center of the statewide reference network.

(3) During FY 1974 the State Library will continue to operate as the switching and administrative center for the statewide interlibrary loan teletype network (Kansas Information Circuit), maintaining the staff and equipment necessary to perform that function.

(4) During FY 1974 the State Library, in cooperation with the appropriate agencies, will undertake a study to determine the feasibility (both financial and operational) of having the reference service aspects of this project assumed by one of the major research libraries in the state.
(5) Should funding permit, and should the study find it advisable, the State Library will fund a demonstration project of this nature in FY 1974.
(6) To strengthen the State Library and its capacity to administer Library Services and Construction Act programs.

4. Administration

The project will be administered by the State Librarian through the Reference and Reader's Services Division. The staff necessary to implement the project will be employed, and the necessary equipment and materials acquired to serve both purposes.

5. Special Characteristics and Special Resources

A. Special Characteristics:

This project will serve to support the State interlibrary loan network.

B. Special Resources for the Project include:

1. Teletype machine
2. Verification tools
3. A comprehensive reference collection
4. Cataloging tools and materials
5. Personnel for Reference, Cataloging, Acquisitions, gathering and printing statistics, and operating the teletype machine.

6. Economic and Social Conditions

Not appropriate.

7. Map

Not appropriate--serves entire State.

8. Agencies Participating

The Kansas State Library is the primary service agency. It will serve all public library agencies and other appropriate libraries in the State.

9. Evaluation Design

The objectives of this project, as it is supportive in nature, can only be measured in terms of the degree to which the project it supports are successful. The project can be considered to have had significant impact in FY 1974 if:

(a) Project III-74 (Interlibrary Cooperation), providing for a statewide interlibrary loan network, substantially achieves its objectives;
(b) The State Library's reference collection is maintained at sufficient strength to allow the staff of this agency and cooperating agencies to conduct the various research projects delineated in the Long-Range Program; and
(c) Initial steps are taken to make accessible to the entire state the reference resources of a major research library.

Name of Project State Library Administration

1. Contribution to Long-Range Program

Administrative personnel and activities are necessary for the preparation, execution and evaluation of the long-range program, annual program and local projects. Personnel of the State Library, in cooperation with the Kansas State Advisory Council on Libraries, will make possible the continuous cycle of planning, implementation, evaluation, and replanning which will be required if the goals of the Long-Range Program are to be achieved.

2. Description of Project

Involved are members of the State Library staff responsible for (a) maintaining official records--both narrative and fiscal--of LSCA projects; (b) planning LSCA programs; (c) gathering statistical and fiscal data; (d) making evaluative reports; (e) coordinating work of the Kansas State Advisory Council on Libraries; and (f) supporting the work of the Kansas State Library Advisory Commission.

The project also includes all costs not clearly attributable to other specific projects, e.g. travel and supplies, and the administrative costs of Title II and Title III.

3. Aims

(1) To comply with the Library Services and Construction Act, as amended, and its accompanying rules and regulations;
(2) To implement the evaluation designs of the Long-Range Program and Annual Programs and to monitor local projects conducted under these programs;
(3) To strengthen the State Library and make possible its role in implementing the research and service projects relegated to this agency by the Long-Range Program and Annual Program.

4. Administration

The project will be administered by the State Librarian and the Director of Library Development Division.

5. Special Characteristics

Not appropriate.

6. Economic or Social Conditions

Not appropriate.

7. Map

Not appropriate.

8. Agencies Participating

The agency totally responsible for this project is the Kansas State Library.

9. Evaluation Design

The objectives of this project, as it is supportive in nature, can be measured only in terms of the degree to which the projects and activities it supports are successful. This project can be considered to have had significant impact in FY 1974 if:

(a) The State Library is able to implement the evaluation designs established in the Long-Range Program and Annual Program and to successfully monitor and evaluate local projects; and

(b) The objectives of this Annual Program are found to be truly measurable and are substantially achieved, thereby contributing as planned to the achievement of the objectives of the Long-Range Program.

Name of Project Interlibrary Loan Resource Project

1. Contribution to Long-Range Program

This project contributes primarily to Goal II, Objective 1, task 3 of the Long-Range Program, responding to the mandate that the State Library "shall encourage collection development" in a state where the aggregate of public library collections is over 560,000 volumes less than the number required by minimum standards. As the LSCA funding available is sufficient to only partially remedy this situation, the greatest impact can be achieved by purchasing materials for a few centralized agencies which will in turn make them available to all libraries via the statewide interlibrary loan network. Thus this project serves Goal IV, objectives 4, 5, and 6 of the Long-Range Program.

2. Description of Project

Participants in the Statewide Interlibrary Loan Network are eligible to apply for grants-in-aid to purchase library materials to develop their collections for providing local services (if inadequate) and to assist in maintaining statewide interlibrary loan services.

3. Aims

(a) To compensate libraries for making collections developed with local funds available to all libraries through the statewide interlibrary loan network;
(b) To alleviate the deficiency in the aggregate number of volumes available in Kansas Public Libraries by purchasing 10,000 volumes for collections which are readily accessible to all libraries in the state via the interlibrary loan network;
(c) To insure the continued participation of all major public library agencies in the statewide interlibrary loan network by providing them with resource materials needed to adequately support the network.

4. Administration

Agencies participating in the statewide interlibrary loan network will be eligible to apply to the State Library for grants-in-aid to achieve the objectives of this project. Applications will give assurance of the following, in addition to such other conditions as shall be agreed upon by the State Library and participating libraries:

(1) The participating agency receiving a grant shall expend from local funds in FY 1974 the amount budgeted for books for 1974 as approved by the agency's governing board. A final expenditure report showing the actual expenditure of local funds for books shall be filed with the State Library following the end of the project.

(2) For the duration of the project participants will make available for interlibrary loan on the statewide network all materials in their collections which are normally available for interlibrary loan or general circulation.
(3) No more than 10% (ten per cent) of any grant may be used for selecting, ordering, cataloging and processing of books purchased under the grant.
(4) Funds received under the project will be audited by a licensed municipal or certified public accountant and copies of the audit will be filed with the State Library. The grantee will provide financial statistical and narrative reports to the State Library as required by the latter. The grantee will provide a final evaluation report to the State Library within 60 days following termination of the contract for the project.

Applications will be subject to the approval of the State Library Advisory Commission and the State Librarian. Funds will be allocated through contracts with the State Library.

5. Special Characteristics, Special Resource

1. Use of designated selection tool(s) chosen by participating agencies;
2. Personnel for selection, acquisition and cataloging to materials purchased under grant;
3. Materials and supplies necessary to conduct project;
4. Emphasis on selection of books for resource building for local service area and the interlibrary loan circuit on the subject of the national priorities.

6. Economic or Social Conditions

Not appropriate.

7. Map

Not appropriate.

8. Evaluation Design

As this project is supportive in nature it can be measured effectively only in relation to that project which it principally supports: No. III-74, Interlibrary Cooperation. This project shall be considered to have significant impact if:

(a) All agencies participating in project III-73 continue to participate in project III-74; or
(b) The objectives of project III-74 are substantially realized.

Name of Project Interlibrary Cooperation

1. Contribution to Long-Range Program

This project will contribute to achieving Goal IV of the long-range program by developing programs of cooperation among public libraries and other types of libraries for the purpose of improving library services for Kansas. This project will provide funds to pay the expenses of a statewide interlibrary loan network, which may consist of the regional systems of cooperating libraries, interested non-system member public libraries, publicly supported four-year college and university libraries, and the State Library.

2. Description of Project

Funds will be used to assist the participants on the network with costs such as TWX machine, rental, teletype line charges, postage, supplies, and salaries.

3. Aims

A. To continue the operation of a statewide interlibrary loan network (Kansas Information Circuit) which at present consists of seven regional systems, two university libraries, five public libraries, and the State Library.

B. To include as participants on the network, all publicly supported four year college and university libraries in the state, if funding permits.

C. To initiate a pilot project interfacing KIC with the interlibrary loan network of at least one other state.

D. To increase the percentage of requests filled by participants on the network from 67% (average for the period March 1, 1972 through February 28, 1973) to 71% by June 30, 1974.

E. To reduce the per unit communications cost for requests filled from the present $1.93 to $1.80.

F. To gather accurate data on the total cost of participation on the network for both academic and public libraries in order that a schedule of compensation may be devised.

G. To replace the present Title III funding of the intra-state operations of the network with state or local funds by July 1, 1974.

4. Administration

All agencies participating in the network during FY 1973 will be eligible to apply for funds to meet part of the expenses involved in participating during FY 1974. Should not all participants apply for FY 1974 funding, eligibility will be extended to all publicly supported four year college

and university libraries. Expenses shall not include the cost of books or other materials purchased for interlibrary loan.

Grants will be given to those applications approved by the State Library Advisory Commission and the State Librarian. Funds will be allocated through contracts with the Kansas State Library.

Funds received under the project by the grantees will be audited by a licensed municipal or certified public accountant and copies of same will be filed with the State Library.

The grantees will provide financial, statistical, and narrative reports to the State Library as required by the latter.

The grantee will provide final evaluation reports to the State Library within 60 days following termination of the contracts.

5. Special Characteristics

This project will promote further interlibrary cooperation. Emphasis will be placed on providing better means of locating and using resources of all libraries within regional systems before requesting assistance from other sources. Teletype, telepnone, and mail service will be utilized by this project to provide library materials for patrons of cooperating libraries.

6. Map

Not appropriate.

7. Agencies Participating

The State Library will participate in the project, but other agencies will not be determined until applications for grants are received and approved.

8. Evaluation Design

The measurable objectives of this project provide their own evaluation criteria. This project will be considered to have had significant impact during FY 1974 if:

(a) The five participating non-system center public libraries submit at least 15% of the total number of requests placed on the network;
(b) Funding priorities be reordered to permit inclusion of the five publicly supported four year college and university libraries not now participating; and
(c) State funding of the network can be achieved beginning in FY 1975.

Data needed to determine the extent to which these objectives have been achieved is collected by the State Library or is regularly reported by participating agencies.